

Email this completed form and required documents to: [tif@revenue.wi.gov](mailto:tif@revenue.wi.gov)**Section 1: Municipal Information**

Taxation district (check one)	<input type="checkbox"/> Town	<input type="checkbox"/> Village	<input type="checkbox"/> City	County	Co-muni code	TID no.
Enter municipality →					-	

**Section 2: Legal Requirements****Dates**

<b>Letters and hearing notice</b> – date sent by first class mail to administrator of all local government entities and school districts with authority to levy taxes on Tax Incremental District (TID) property <b>Submit to DOR:</b> Copy of letters and hearing notice sent	-	-
<b>Joint Review Board (JRB) hearing notice</b> – date published as Class 1 (not required for Town TIDs, under state law (sec. 60.85, Wis. Stats.)) <b>Submit to DOR:</b> Copy of affidavit verifying newspaper publication date and readable copy of the actual notice	-	-
<b>Letters to owners of property found blighted or in need of rehabilitation</b> – date notified of project plan hearing, at least 15 days before the hearing (not required for industrial or mixed-use districts) <b>Towns</b> ( <a href="#">under sec. 60.85(3)(c), Wis. Stats.</a> ) – all owners of property identified in the proposed TID must be notified of the proposed findings and the hearing date at least 15 days before the public hearing <b>Submit to DOR:</b> Copy of letter with hearing notice, proof sent and recipient list	-	-
<b>Planning Commission hearing notice</b> – dates published as Class 2 <b>Submit to DOR:</b> Copy of affidavit verifying newspaper publication dates and readable copy of the actual notice	1st Date	- -
	2nd Date	- -
<b>Planning Commission public hearing</b> – date of public hearing. Include this date in planning commission resolution.	-	-
<b>Planning Commission project plan resolution</b> – date adopted <b>Submit to DOR:</b> Copy of approved Planning Commission resolution or meeting minutes	-	-
<b>Local Legislative Body project plan resolution</b> – date adopted (must be on or before September 30) <b>Submit to DOR:</b> Copy of approved Local Legislative Body resolution and approved project plan	-	-
<b>JRB hearing notice (2nd)</b> – date published as Class 1 (not required for Town TIDs, under state law (sec. 60.85, Wis. Stats.)) <b>Submit to DOR:</b> Copy of affidavit verifying newspaper publication date and readable copy of the actual notice	-	-
<b>JRB project plan resolution</b> – date adopted (within 45 days after receiving local legislative body resolution). JRB approval based on criteria listed in <a href="#">sec. 66.1105(4m)(c)</a> or <a href="#">sec. 60.85(4)(c)</a> , Wis. Stats. <b>For towns</b> – date adopted (between 10-45 days after receiving the local legislative body resolution) <b>Submit to DOR:</b> Copy of approved JRB resolution	-	-

**Section 3: Overlapping**

Are any parcels in this TID also in all or part of another TID?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If "Yes," provide the TID number(s) that is overlapped: <input type="text"/>		

**Section 4: City or Village Annexation/Attachment of TID Parcels**

Were any parcels in this TID annexed/attached from another municipality after January 1 in the creation year?				<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If "Yes," provide the following information:						
Date – annexed or attached	Taxation district (check one)	<input type="checkbox"/> Town	<input type="checkbox"/> Village	<input type="checkbox"/> City	County	Co-muni code
- -	Enter municipality where parcels came from →					-
<b>Submit to DOR:</b> Copy of recorded annexation ordinance and <a href="#">equalized value Excel forms</a> for the parcels that were previously in another municipality.						